



MEETING

DATE/TIME OF MEETING:	19th July 2018
VENUE:	The George & Dragon PH, Thurton
ATTENDEES:	Robina Clarke, Emma Cliffe, Rachael Dittrich, Alison Holmes, Michael Millage (Chairman), Bob Pritchard, Bernadine Pritchett and Mark Talbot
APOLOGIES:	Hayley Howes
MINUTE TAKER:	Caroline Payne

ITEM NO.	KEY POINTS DISCUSSED / ACTION TO BE TAKEN	NAME	ACTION COMPLETION DATE
1	<u>Welcome by Chairman</u> MM welcomed everyone to the meeting.		
2	<u>Apologies for absence</u> As above		
3	<u>Election of Officers</u> Following the AGM, all members had expressed a willingness to continue on the Management Council. MM said he would like to step down as Chairman due to time constraints. EC said that she was concerned at the lack of communication on occasions. Bob P expressed a willingness to share the Chairman's role. MT proposed that MM and Bob P be elected as co-chairpersons, seconded by RD. All in agreement. RC had previously informed the Management Council that she wanted to relinquish the Vice-Chair role. However, now RC is co-chairing for NIC she felt that the roles overlapped to a degree and expressed her willingness to continue. MT proposed RC, seconded by EC, all in favour. EC expressed her willingness to continue as Hon. Secretary. MT proposed, RC seconded, all in favour. AH happy to continue as Treasurer, EC proposed, RC seconded, all in favour.		
4	<u>Minutes of previous meeting</u>		

	<p>RC and Sanjay Kaushal as NIC joint Chairpersons were mistrusting of the process and it appeared that their intuitions were not unfounded.</p> <p>RC informed the group that they had put forward Tracy Wharvell and Claire Gilbert for involvement in the setting up of the Association. No decisions had been made.</p> <p>RC added that at an H&SCCF meeting a figure of £8million training grant was available. It had since transpired that this was European funding and the bid had been submitted by Norfolk and Suffolk Care Support in partnership with other organisations.</p> <p>RC said that a letter had been sent to the members of the new Association steering group outlining both hers and Sanjay's concerns and to date Joyce Hopwood was the only reply received.</p>		
8	<p><u>Financial Matters/bank account</u></p> <p>TREASURERS REPORT 18.07.2018</p> <p>There are two outstanding items which are being managed separately:</p> <ol style="list-style-type: none"> 1. Recovery of funds from closed account <p>The original current account was closed but from the meeting with Barclays Bank, we now know that the original savings account is still 'live' and has £595.04 sitting in it. The only way this can be accessed is for the old Treasurer to add new names to a new mandate and for any of the new named people will then be able to transfer the funds to the new current account. AH has completed the mandates as far as possible and these have been sent to John Turner for signature (as the only signatory on the old account). The completed mandates were received on Monday 16th July 2018 and AH needs to go back to Barclays to enable the new signatures to be added. The old funds will then be accessible.</p> <ol style="list-style-type: none"> 2. Opening a new account <p>A new current account is now open. We have chosen a Community Account in the full name of ARMC. We have a cheque book and the ability to manage our account online. Both AH and MM are signatories to the account and both signatures are needed for all transactions, paying in book, PIN and Authentication Card for online banking. In the case of online transactions, one person will set the transaction up and the other will need to authorise.</p> <p>Actions required:</p> <ol style="list-style-type: none"> 1. AH to make an appointment with Barclays Bank to extend the mandate for both the old savings and new current accounts. <p>MM thanked AH for dealing with this matter.</p>	AH	
9	<p><u>Cost of Care – WAA</u></p> <p>RC had sent a letter from Claxton House. This letter had been circulated with a question as to whether ARMC send a similar letter. It was agreed to discuss at the Open Forum later to ascertain what</p>		

	<p>Providers felt.</p> <p>AH informed those present that the Framework for supported living services was being prepared and engagement with the Market taking place. A three tier system is being proposed.</p> <p>It was agreed that spot rate providers were not being paid enough and all agreed that NCC need to start again with the proposals.</p>		
10	<p>Sleep-ins</p> <p>It was felt that HMRC will have to give guidance on the matter and agreed to discuss later at the Open Forum to include Providers in the discussions. All Norfolk MPs had received the agreed letter from ARMC. Norman Lamb had replied.</p>		
11	<p>AOB</p> <p>MT circulated various News reports pertaining to the Care sector and the crisis in mental health care.</p> <p>MM asked RC if Bob Pritchard could attend NIC meetings as an additional representative of ARMC. RC said she would raise at the next meeting.</p>	RC	
11	<p>Dates & Venues for future meetings</p> <p>It was agreed to hold the next meeting at the Marsham Arms, Felthorpe on 24th October. CP will book.</p>	CP	

NEXT MEETING
DATE: 24 th October
TIME: 10am
VENUE: The Marsham Arms, Felthorpe.

Signed.....

Date.....

Chairman